



## **Nonstandard Request Process** **for Durable Medical Equipment (DME)**

- Contact the DME Office at (401) 462-1796 to discuss any medical equipment you would like to obtain through your RI Medicaid coverage that is not currently included on the [DME Screening List](#). Requested item(s) must qualify as Durable Medical Equipment and must be obtained from a current RI Medicaid DME vendor.
- A [Certificate of Medical Necessity](#) (CMN) must be completed by your treating physician. The completed CMN and any supporting clinical information should be faxed to the DME Office at (401) 462-6336 or mailed to RI Executive Office of Health and Human Services – Attn: Medicaid Durable Medical Equipment, 3 West Road – Second Floor, Cranston, RI 02920.
- RI Medicaid will conduct a medical review of the CMN and any supporting clinical information to determine if the requested items are approved or denied. You will receive a letter informing you of the decision.
- Approval letter will contain instructions on how to obtain the item from a current RI Medicaid DME vendor.
- Denial letter will contain instructions on how to appeal an adverse decision.